

28 January 1947

MEMORANDUM TO

SUBJECT: Functional Organization of ICAPS.

1. I would suggest something along the following lines:

<u>"BRANCH" or "SECTION" ICAPS</u>	<u>Functional Responsibility as Stated in Chart</u>
1. <u>Plans and Policies</u>	
Duties: a. Nat'l Intelligence Planning b. NIR c. Nat'l Intelligence Policies d. New Projects or Priorities e. New Intelligence Sources f. Relations with JCS, S/WGCC, JIC, JADB, etc. from the planning angle	1. Maintains continuous supervision of the planning ----- activities of CIG 2. <u>a.</u> Insures that (plans are prepared) all appropriate fields of intelligence endeavor are adequately covered. 3. Prepares overall policies, plans --- for approval of the Director
2. <u>Operations - (Current Operations)</u>	
Duties: a. Current operations within CIG b. Current operations between CIG and agencies c. Intelligence services, reproduction, etc. d. Libraries, files and documents e. Intelligence surveys, inspections	2. Coordinates directly or through CIG agencies ---- to insure that: <u>b.</u> The facilities of the CIG are operating to provide the best possible service to the State, War, and Navy and other governmental departments and individuals concerned. <u>c.</u> Raw information from all sources is received by the CIG and where appropriate, promptly distributed to the State, War, and Navy and other government departments and individuals concerned. <u>d.</u> The Intelligence requirements of the State, War, Navy, and other governmental departments and agencies are adequately met. <u>e.</u> Methods, procedures, facilities, and controls are adequate within the CIG and the State, War, and Navy Departments ---- for the collection ---- research---- and dissemination of strategic and national policy intelligence.

"BRANCH" or "SECTION" ICAPS	Functional Responsibility as Stated in Chart
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3. Organizational Management

(now established)

(now established - See chart)

4. Liaison

Duties: Liaison within IAB
Liaison outside IAB
Attendance at conferences outside CIG
Training matters, such as talks before intelligence schools
Representation on Committees of JCS, JIC, JRDB, SWNCC, etc.
Intelligence matters involving contacts with

4. Initiates liaison with external agencies and prescribes policies governing further liaison by CIG agencies.
5. Arranges CIG representation relative to intelligence matters on external committees, boards, groups, etc. where indicated and required.

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2. The above fits in very well with ICAPS organizational structure as evidenced by the direct quotes in right hand column. The exact breakdown could be varied and until ICAPS is larger it might be necessary to lump "Liaison" with "Operations". It should be understood that interdepartmental liaison and coordination with their own departments would always be an additional responsibility of each member of ICAPS.

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Assistant Executive Director

Note: One other duty of "Ops" above which I did not show.

"Continually cut red-tape in CIG offices!"

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